Please return to:

South Dakota Department of Health Office of Data, Statistics & Vital Records 600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Assisted Living Center	s				1	Please re	eturn by: May 26, 2006
Name of Facility:							
Address of Facility:					City:		
County:		Zip:		Т	Telephone	e No.:	
Staffing Report full-time and part-time prote: The following questions							contracted. Please
Assisted Living Centers	ed Living Centers Current Total Budgeted Positions as of Jan 31 st , 2006		Curren Budo Vacanci Jan 31	jeted es as of		ver* For ear 2005	
	Full	Part	Full	Part	Full	Part	_
Certified Nursing Assistant	Time	Time	Time	Time	Time	Time	
Dietitian							_
Licensed Practical Nurse							_
Nursing Assistant							_
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Diploma)							
R.N. (Master's Degree)							
*Turnover Numbers: Is the number of number of employees who were pron How many hours a week determi	noted or tra	ınsferred v	vithin your f	acility.	·		does not include the
Hard to Fill Vacancies							
In the last 12 months have you had difficulties experienced, due to a competition, undesirable hours, e	number o						
☐ Yes (Please check all occ ☐ No (Please precede to the							the survey) e information and submit)
☐ Certified Nursing Assista☐ Dietitian☐ License Practical Nurse☐ Nursing Assistant	ant			□ R	R.N. (Bache R.N. (Diplor R.N. (Maste lone of the	ma) er's Degre	,

☐ R.N. (Associate Degree)

What are the causes of your hard-to-fill vacancies? Please check all that apply.
a Applicants lack the qualifications we want
b. Lack of applicants
c. Company/Industry doesn't pay enough
d Job entails shift work of undesirable hours
e Too much competition from other employers
f People with required skills don't want to relocate to this area
g Lack of resources to carry out effective recruitment
h Other (specify)
i Nothing
j Not applicable
What impact, if any, have hard-to-fill vacancies and employee turnover had on your institution? Please check all that apply.
a Reduced continuity of care
b. Reduced staff to patient ratio
c Difficulty meeting safety or health standards
d. Reduction in services because of increased costs or lack of staff
e Increased training costs
f Increased hiring or recruitment costs
g Inability to fulfill paperwork requirements
h Burnout of existing staff
i Inability to terminate undesirable or marginal staff
j Lower qualification of new employees
k Administrative staff working direct care
I Reduced training for new employees
m Other (specify)
n Nothing
o Not applicable
What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.
a Offered higher pay
b Offered better benefits (health insurance, pension, holidays, time off)
c Offered signing bonuses
d Increased recruitment efforts (locally and different geographical areas)
e Increased Public Relations
f Increased training and development within workforce
g Changed work practices (flexible hours, work from home)
h Provided childcare support
i Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
j Recruited people from other organizations
k Other (specify) I Nothing
ALC POLI
m Not applicable
Contact Information
Thank you for you cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?
Name (please print) Comparison (Comparison (Area Code) Telephone Number
Name (please print) Title (Area Code) Telephone Number

Please return to: South Dakota Department of Health Office of Data, Statistics & Vital Records 600 East Capitol Avenue Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Certified End-Stage Renal Disease Facilities Please return by: May 26, 2006									
Name of Facility:									
Address of Facility:				Ci	ty:				
County:		Zip:		Te	lephone	No.:			
<u>Staffing</u>									
Report full-time and part-time part following questions apply									
Certified End-Stage Renal Disease Facilities			Budg	nt total geted les as of st 2006		ver* For ear 2005			
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time			
Dietitian	111110	111110	111110	Tillic	111110	111110	1		
Licensed Practical Nurse							1		
Medical Laboratory Technician							†		
Medical Technologist							†		
Nephrologist							1		
Pharmacist							1		
Pharmacist Technician							1		
Physician							1		
Physical Therapist							1		
Physical Therapist Assistant							1		
Psychologist							1		
Psychiatrist							1		
R.N. (Associate Degree)							1		
R.N. (Bachelor's Degree)							1		
R.N. (Master's Degree)							1		
Social Worker							1		
*Turnover Numbers: Is the number of	employee	s who left	your facility	during the	e fiscal yea	ar 2005. It	-		
does not include the number of emplo	yees who	were pron	noted or tra	ınsferred v	vithin your	facility.			
How many hours a week determine	nes a full	time staff	position?						
Hard to Fill Vacancies									
In the last 12 months, have you difficulties experienced, due to competition, undesirable hours, e	a numbe								

☐ Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)

□ No (Please precede to the contact information at the end of the survey, complete the information and submit)

	Licensed Practical Nurse Medical Laboratory Tech Medical Technologist Nephrologist		Phys Phys Phys Assi	macist Technician sician sical Therapist sical Therapist stant shologist		Psychiatrist R.N. (Associate Degree) R.N. (Bachelor's Degree) R.N. (Master's Degree) Social Worker None of the above				
V	hat are the causes of your hard-to-f	ill vad	cancie	s? Please check all that app	ly.					
b d e f. g h i. j.	a Applicants lack the qualifications we want b Lack of applicants c Company/Industry doesn't pay enough d Job entails shift work of undesirable hours e Too much competition from other employers f People with required skills don't want to relocate to this area g Lack of resources to carry out effective recruitment h Other (specify) i Nothing									
a b c d e f. g h i. j. k l. m	Reduced staff to patient rat Difficulty meeting safety or Reduction in services becar Increased training costs Increased hiring or recruitm Inability to fulfill paperwork Burnout of existing staff Inability to terminate undes Lower qualification of new exaministrative staff working Reduced training for new exaministrative.	healthuse of ent of requirements irable mplo direct	of incressors costs remer e or m oyees ct care	eased costs or lack of staff ats arginal staff						
n	Nothing									
	/hat measures, if any, have you take	n to 1	tackle	the problem of hard-to-fill va-	canc	ies? Please check all that				
a a	oply. Offered higher pay									
b c	Offered better benefits (hea	lth in	suran	ce, pension, holidays, time of	ff)					
d	Increased recruitment effor	ts (lo	cally a	nd different geographical are	as)					
e f.		elopm	nent w	ithin workforce						
g		exible	hour	s, work from home)						
h i.	Provided childcare support Highlighted problem to loca	l prov	/iders	(eg.TEC's, colleges, training	bodi	es)				
j.	Recruited people from othe	r orga	anizat			,				
k I.	Other (specify) Nothing									
n.										
<u>C</u>	ontact Information									
	hank you for you cooperation in comis survey who should be contacted?		ng this	survey. If there are any que	stion	s about your responses to				
				()						
N	ame (please print) Title			(Area Code) Telephone Nun	nber					
				, ,						

Please return to:

South Dakota Department of Health Office of Data, Statistics & Vital Records 600 East Capitol Avenue

Pierre, South Dakota 57501-2356 Phone: 605-773-3361

Fax: 605-773-5683

			ı ax. c	00 110 0	000		
Certified Home Health	es			I	Please retu	rn by: May 26, 200	
Name of Facility:							
Address of Facility:				Cit	y:		
County:		Zip:		Tele	phone I	No.:	
<u>Staffing</u>							
Report full-time and part-time note: The following questions							ontracted. Please
Certified Home Health Agencies	Budg Positio	nt Total geted ns as of st 2006	Total Current Vacanc			ver* For ⁄ear 2005	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
Certified Nursing Assistant	Tille	Tille	Tille	Tille	Tille	Tille	
Licensed Practical Nurse							
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Master's Degree) *Turnover Numbers: Is the number of							
How many hours a week determine the How many hours a week determine the Hard to Fill Vacancies In the last 12 months, have you have difficulties experienced, due to a competition, undesirable hours, experienced.	nes a full nad hard to number o	time staff	f position?	his site?	Hard-to-	- Fill Vacanci	
☐ Yes (Please check all on the procedure of the procedur							
☐ Certified Nursing Assist☐ License Practical Nurse☐ R.N. (Associate Degree				□ R.	,	ielor's Degre er's Degree) e above	- /
What are the causes of your hard	d-to-fill va	cancies?	Please c	heck all th	hat apply	·.	
a Applicants lack the quab Lack of applicants c Company/Industry doe d Job entails shift work of e Too much competition f People with required sl g Lack of resources to ca h Other (specify)	sn't pay e f undesira from othe kills don't	nough able hour er employ want to re	s ers elocate to				

Nothing

__ Not applicable

i.

What in that app	npact, if any, have hard-to-fill vacancies a ply.	and emp	oloyee turnover had on your institution?	Please check all
i.	Reduced continuity of care			
a.	Reduced staff to patient ratio			
b.	Difficulty meeting safety or health star	ndards		
C	Reduction in services because of incr		osts or lack of staff	
d.	Increased training costs			
e	Increased hiring or recruitment costs			
f.	Inability to fulfill paperwork requirement	nts		
g	Burnout of existing staff			
i	Inability to terminate undesirable or m	arginal s	staff	
j	Lower qualification of new employees			
k	Administrative staff working direct car			
I	Reduced training for new employees			
m	Other (specify)			
n	Nothing			
0	Not applicable			
a b c d e f j j k l m	Offered higher pay Offered better benefits (health insurar Offered signing bonuses Increased recruitment efforts (locally a Increased Public Relations Increased training and development w Changed work practices (flexible hour Provided childcare support Highlighted problem to local providers Recruited people from other organizar Other (specify) Nothing Not applicable	and diffe vithin wo rs, work s (eg.TEC tions	erent geographical areas) orkforce from home)	
Conta	ct Information			
	you for you cooperation in completing this who should be contacted?	s survey	v. If there are any questions about your	responses to this
		()	
Name (please print) Title	(Area C	Code) Telephone Number	

Please return to:

South Dakota Department of Health 600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Clinics		L	1 Hone. o	00 110 0	Ple	ase ret	urn by: May 26, 200		
Name of Facility:									
Address of Facility:				C	ity:				
County:	Z	'ip:		Tele	phone N	lo.:			
Staffing									
Report full-time and part-time note: The following questions					payroll a	ınd/or co	ontracted. Please		
Clinics	Bud Positi	Current Total Budgeted Positions as of Jan 31 st 2006		Budgeted Budget Positions as of Vacancies		geted	eted Turn Over* F s as of Fiscal Year 2		
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time			
Certified Nurse Midwife Certified Nurse Practitioner							=		
Certified Registered Nurse Anesthe	tist								
Clinical Nurse Specialist									
Licensed Practical Nurse									
Medical Assistant									
Medical Laboratory Technician									
Medical Technologist									
Occupational Therapist									
Physician									
Physician Assistant									
Physical Therapist									
R.N. (Associate Degree)									
R.N. (Diploma)									
R.N. (Bachelor's Degree) R.N. (Master's Degree)					1				
Radiological Technologist									
*Turnover Numbers: Is the number	of employees	who left voi	ır facility dı	Iring the fig	scal vear 2	005 It			
does not include the number of emp									
accorder morado ano mambor or om	noyees une u	oro promot	oa or traino	onou with	iii youi iaoi				
Hard to Fill Vacancies									
How many hours a week determ	nines a full tir	ne staff po	osition? _						
		••••							
In the last 12 months, have you difficulties experienced, due to a competition, undesirable hours,	a number of i								
☐ Yes (Please check all☐ No (Please precede to submit)									
□ Certified Nurse Midwife	ا ج	□ Medio	al Labora	tory Tech	1	□ R.N	I. (Diploma)		
☐ Certified Nurse Practiti ☐ Certified Registered	oner l	☐ Medic	cal Techno cational T	ologist	•	□ R.N	N. (Bachelor's Degree) N. (Master's Degree)		

☐ Physician Assistant

☐ Physical Therapist

☐ R.N. (Associate Degree)

☐ Physician

☐ Radiological Technician

☐ None of the above

Nurse Anesthetist

☐ Clinical Nurse Specialist

☐ Licensed Practical Nurse ☐ Medical Assistant

What are the causes of your hard-to-fill vacancies? Please check all that apply.
a Applicants lack the qualifications we want b Lack of applicants c Company/Industry doesn't pay enough d Job entails shift work of undesirable hours e Too much competition from other employers f People with required skills don't want to relocate to this area g Lack of resources to carry out effective recruitment h Other (specify) i Nothing j Not applicable
What impact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all that apply.
a Reduced continuity of care b Reduced staff to patient ratio c Difficulty meeting safety or health standards d Reduction in services because of increased costs or lack of staff e Increased training costs f Increased hiring or recruitment costs g Inability to fulfill paperwork requirements h Burnout of existing staff i Inability to terminate undesirable or marginal staff j Lower qualification of new employees k Administrative staff working direct care l Reduced training for new employees m Other (specify) n Nothing o Not applicable
What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.
aOffered higher pay bOffered better benefits (health insurance, pension, holidays, time off) cOffered signing bonuses dIncreased recruitment efforts (locally and different geographical areas) eIncreased Public Relations fIncreased training and development within workforce gChanged work practices (flexible hours, work from home) hProvided childcare support iHighlighted problem to local providers (eg.TEC's, colleges, training bodies) jRecruited people from other organizations kOther (specify) INothing mNot applicable
Contact Information
Thank you for you cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?
Name (please print) (

Please return to:

South Dakota Department of Health 600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Hospitals Please return by: May 26, 2006

Name of Facility:		
Address of Facility:		City:
County:	Zip:	_ Telephone No.:

Staffing

Report full-time and part-time positions that are currently on facility payroll and/or contracted. Please note: The following questions apply only to hospital positions.

Hospitals	Current Total Budgeted Positions as of January 31 st , 2006		Budgeted as of Jan	nt Total Vacancies Juary 31 st , 106	Turn Over* For Fiscal Year 2005		
	Full Time	Part Time	Full Time	Part time	Full Time	Part time	
Accredited Record Technician							
Audiologist							
Certified Coding Specialist							
Certified Dietary Manager							
Certified Nursing Assistant							
Certified Nurse Practitioner							
Chiropractor							
Clinical Nurse Specialist							
Dietitian							
Emergency Medical Technician							
Licensed Practical Nurse							
Medical Laboratory Technician							
Medical Technologist							
Certified Registered Nurse Anesthetists							
Nursing Assistant							
Occupational Therapist							
Occupational Therapists Assistant							
Operating Room Technician							
Paramedic							
Patient Care Technician							
Pharmacist							
Pharmacist Technician							
Physician							
Physician Assistant							
Physical Therapist							
Physical Therapist Assistant							
Podiatrist							
Psychologist							
Psychiatrist							
Radiological Technologist							
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Master's Degree)							
R.N. (No Separation)							
Registered Record Administrator							
Respiratory Therapist							
Social Worker	_						
Speech Pathologist						-	
Surgical Technician							
Ultrasound Technician		1					

^{*}Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2005. It does not include the number of employees who were promoted or transferred within your facility.

Hard to Fill Vacancies

Hov	v many hours a week determines a	full tir	me staff position?						
diffi	In the last 12 months have you had hard-to-fill vacancies at this site? Hard-to-Fill Vacancies: Recruitment difficulties experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.								
	 Yes (Please check all occupations that apply (below) AND continue with the rest of the survey) No (Please precede to the contact information at the end of the survey, complete the information and submit) 								
	Accredited Record Technician Audiologist Certified Coding Specialist Certified Dietary Manager Certified Nursing Assistant Certified Nurse Practitioner Chiropractor Clinical Nurse Specialist Dietitian Emergency Medical Technician Licensed Practical Nurse Medical Laboratory Technician Medical Technologist Certified Registered Nurse Anesthetist		Nursing Assistant Occupational Therapist Occupational Therapist Assistant Operating Room Technician Paramedics Patient Care Technician Pharmacist Pharmacist Technician Physician Physician Assistant Physical Therapist Physical Therapist Assistant Podiatrist Psychologist Psychiatrist		Radiological Technologist R.N. (Associate Degree) R.N. (Bachelor's Degree) R.N. (Master's Degree) R.N. (No Separation) Registered Record Administrators Respiratory Therapists Social Worker Speech Pathologist Surgical Technician Ultrasound Technician None of the above				
Wh	at are the causes of your hard-to-fill	vaca	incies? Please check all that apply.						
a. b. c. d. e. f. g. h. i. j.	b Lack of applicants c Company/Industry doesn't pay enough d Job entails shift work of undesirable hours e Too much competition from other employers f People with required skills don't want to relocate to this area g Lack of resources to carry out effective recruitment h Other (specify) i Nothing								
	at impact, if any, have hard-to fill va apply.	canci	es and employee turnover had on you	ır ins	titution? Please check all				
a. b. c. d. e. f. g. h. i. j. k. l. m. n. o.	Increased training costs Increased hiring or recruitme Inability to fulfill paperwork re Burnout of existing staff Inability to terminate undesire Lower qualification of new en Administrative staff working of Reduced training for new em	ealth se of nt con quire able on ploye	increased costs or lack of staff sts ments or marginal staff ees care						

apply	·		•			
a	Offered higher pay Offered better benefits Offered signing bonus Increased recruitment Increased Public Rela Increased training and Changed work practice Provided childcare sup Highlighted problem to Recruited people from Other (specify) Nothing Not applicable	es efforts (locally a tions I development w es (flexible hour oport o local providers	and different ge vithin workforce rs, work from he s (eg.TEC's, co tions	eographical areas) e ome)		
Con	tact Information					
	k you for you cooperation in by who should be contacted		s survey. If the	ere are any question	ons about your respo	nses to this
Nam	e (please print)	Title	(<u>)</u> (Area Code)	Telephone Numbe	r	

What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that

Please return to: **South Dakota Department of Health** Office of Data, Statistics & Vital Records 600 East Capitol Avenue Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Inpatient Chemical Dep	enden	cy Fac	ilities			Please	return by: May 26, 2006
Name of Facility:							
Address of Facility:				(City:		
County:		_Zip:		Te	lephone	No.:	
<u>Staffing</u>							
Report full-time and part-time note: The following questions							
Inpatient Chemical Dependency Facilities	Current Total Budgeted Positions as of Jan 31 st 2006		Current Total Budgeted Vacancies as of Jan 31 st 2006		Turn Over* For Fiscal Year 2005		
	Full	Part	Full	Part	Full	Part	
CD Counselor	Time	Time	Time	Time	Time	Time	=
Certified Nursing Assistant							
Dietitian							
Licensed Practical Nurse							
Nursing Assistant							
Physician							
Psychologist							
Psychiatrist							
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Master's Degree)							
Social Worker							
*Turnover Numbers: Is the number of It does not include the number of em How many hours a week determine	ployees wh	no were pro	omoted or	transferred	d within you	ır facility.	
<u>Hard to Fill Vacancies</u>							
In the last 12 months, have you hadifficulties experienced, due to a competition, undesirable hours, experienced.	number o						
☐ Yes (Please check all o☐ No (Please precede to submit)							
☐ CD Counselor		□ Nu	rsing Assi	istant			R.N. (Bachelor's Degree)
☐ Certified Nursing			ysician				R.N. (Master's Degree)
Assistant			/chologist	t			Social Worker
□ Dietitian			/chiatrist				None of the above

☐ License Practical Nurse

☐ R.N. (Associate Degree)

What are the causes of your hard-to-fill vacancies? Please check all that apply.
a Applicants lack the qualifications we want
b Lack of applicants
c Company/Industry doesn't pay enough
d Job entails shift work of undesirable hours
e Too much competition from other employers f People with required skills don't want to relocate to this area
g Lack of resources to carry out effective recruitment
h Other (specify)
i Nothing
j. Not applicable
What impact, if any, have hard-to-fill vacancies and employee turnover had on your institution? Please check all that apply.
a Reduced continuity of care
b Reduced staff to patient ratio
c Difficulty meeting safety or health standards
d Reduction in services because of increased costs or lack of staff
e Increased training costs
f Increased hiring or recruitment costs
g Inability to fulfill paperwork requirements h Burnout of existing staff
h Burnout of existing staff i Inability to terminate undesirable or marginal staff
j Lower qualification of new employees
k Administrative staff working direct care
I. Reduced training for new employees
m Other (specify)
n Nothing
o Not applicable
What measures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that apply.
a Offered higher pay
b Offered better benefits (health insurance, pension, holidays, time off)
c Offered signing bonuses
d Increased recruitment efforts (locally and different geographical areas)
e Increased Public Relations
f Increased training and development within workforce
g Changed work practices (flexible hours, work from home)h Provided childcare support
i Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
j Recruited people from other organizations
k Other (specify)
I Nothing
m Not applicable
Contact Information
Thank you for you cooperation in completing this survey. If there are any questions about your responses to this survey who should be contacted?
Name (please print) Title (Area Code) Telephone Number

Please return to: South Dakota Department of Health Office of Data, Statistics & Vital Records

600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Intermediate Care Facilities for the Mentally Retarded Please return by: May 26, 2006

Staffing

Report full-time and part-time positions that are currently on facility payroll and/or contracted. Please note: The following questions apply only to intermediate care facilities for the mentally retarded positions.

Intermediate Care Facilities for the Mentally Retarded	Current Total Budgeted Positions as of Jan 31 st 2006		Budg Vacanci	nt Total geted es as of st 2006	Turn Over* For Fiscal Year 2005		
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
Case Manager							
Certified Dietary Manager							
Certified Nurse Practitioner							
Certified Nursing Assistant							
Dietitian							
Licensed Practical Nurse							
Nursing Assistant							
Occupational Therapist							
Occupational Therapists Assistant							
Pharmacist							
Pharmacist Technician							
Physician							
Physician Assistant							
Physical Therapist							
Physical Therapist Assistant							
Psychologist							
Psychiatrist							
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Master's Degree)							
Restorative Aides							
Social Worker							
Speech Pathologist							

^{*}Turnover Numbers: Is the number of employees who left your facility during the fiscal year 2005. It does not include the number of employees who were promoted or transferred within your facility.

How many hou	rs a week determines	a full time staff	position?	

difficulti	ast 12 months, have you had hard-to es experienced, due to a number of ition, undesirable hours, etc.				
□ □ sub			t apply (below) AND continue with th ormation at the end of the survey, cor		
	Case Manager Certified Dietary Manager Certified Nurse Practitioner Certified Nursing Assistant		Occupational Therapist Occupational Therapists Assistant Pharmacist Pharmacist Technician Physician Physician Assistant		R.N. (Associate Degree) R.N. (Bachelor's Degree) R.N. (Master's Degree)
	Dietitian Licensed Practical Nurse Nursing Assistant		Physical Therapist Physical Therapist Assistant		Speech Pathologist None of the above
What a	re the causes of your hard-to-fill vac	anci	es? Please check all that apply.		
b c d e f	Applicants lack the qualifications Lack of applicants Company/Industry doesn't pay et Job entails shift work of undesira Too much competition from othe People with required skills don't v Lack of resources to carry out eff Other (specify) Nothing Not applicable	noug ble h r em want	h nours ployers to relocate to this area		
What in that app	npact, if any, have hard-to fill vacan bly.	cies	and employee turnover had on you	r ins	titution? Please check all
a b c d e j j k l n o o.	Inability to fulfill paperwork requir Burnout of existing staff Inability to terminate undesirable Lower qualification of new emplo Administrative staff working direct Reduced training for new employ Other (specify) Nothing Not applicable	f incrosts eme or n yees ot car rees	reased costs or lack of staff Ints Ints Inarginal staff Ints I		
What mapply.	easures, if any, have you taken to t	ackle	e the problem of hard-to-fill vacanci	es?	Please check all that
a b c d e f j i j. k l m.	Offered higher pay Offered better benefits (health in Offered signing bonuses Increased recruitment efforts (local Increased Public Relations Increased training and developm Changed work practices (flexible Provided childcare support Highlighted problem to local provent Recruited people from other orgations of the Company Change Mothing Not applicable	ent v ent v hou viders aniza	and different geographical areas) within workforce rs, work from home) s (eg.TEC's, colleges, training bodie	es)	

Contact Information

Thank you for you coopers survey who should be con	•	ng this survey. If there are any questions about your responses to this
Name (please print)	Title	(Area Code) Telephone Number

Please return to:

South Dakota Department of Health Office of Data, Statistics & Vital Records 600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Nursing Facilities 2006

Please return by: May 26,

Name of Facility:						
Name of Facility.						
Address of Facility:			C	ity:		
County:	Zip		Te	elephone	e No.:	
Staffing						
Report full-time and part-time position ollowing questions apply only to nurs				/ payroll	and conti	racted. F
Nursing Facilities	Current Total Budgeted Positions as of Jan 31 st , 2006		Current Total Budgeted Vacancies as of Jan 31 st , 2006		Turn Over* For Fiscal Year 2005	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Accredited Record Technician						
Certified Coding Specialist						
Certified Dietary Manager						
ertified Nurse Practitioner						
ertified Nursing Assistant						
ietitian						
ealth Unit Clerk						
icensed Practical Nurse						
IDS Coordinator						
occupational Therapist						
ccupational Therapist Assistant						
Physician						
Physical Therapist						
Physical Therapist Assistant						
R.N. (Associate Degree)						
.N. (Bachelor's Degree)						
.N. (Master's Degree)						
.N. (No Separation)						
estorative Aides	1					
Social Worker						
			1	 		
Speech Pathologist Turnover Numbers: Is the number of em						

experienced, due to a number of reasons e.g. lack of applicants, applicants lack the qualifications, competition, undesirable hours, etc.

Yes (Please check all occupations that apply (below) AND continue with the rest of the survey)
No (Please proceed to contact information at end of survey, complete information and submit)

In the last 12 months have you had hard to fill vacancies at this site? Hard-to-Fill Vacancies: Recruitment difficulties

How many hours a week determines a full time staff position? _____

 □ Accredited Record Technician □ Certified Coding Specialist □ Certified Dietary Manager □ Certified Nurse Practitioner □ Certified Nursing Assistant □ Dietitian □ Health Unit Clerk □ License Practical Nurse □ MDS Coordinator □ Occupational Therapist □ Occupational Therapists Assistant 	 □ Physician □ Physical Therapist Assistant □ R.N. (Associate Degree) □ R.N. (Bachelor's Degree) □ R.N. (Master's Degree) □ R.N. (No Separation) □ Restorative Aides □ Social Worker □ Speech Pathologist □ None of the Above
What are the causes of your hard-to-fill vacancies? Please	e check all that apply.
aApplicants lack the qualifications we want bLack of applicants cCompany/Industry doesn't pay enough dJob entails shift work of undesirable hours eToo much competition from other employers fPeople with required skills don't want to relocate gLack of resources to carry out effective recruitme hOther (specify) iNothing jNot applicable	
What impact, if any, have hard-to-fill vacancies and employ apply.	ree turnover had on your institution? Please check all that
a. Reduced continuity of care b. Reduced staff to patient ratio c. Difficulty meeting safety or health standards d. Reduction in services because of increased cost e. Increased training costs f. Increased hiring or recruitment costs g. Inability to fulfill paperwork requirements h. Burnout of existing staff i. Inability to terminate undesirable or marginal staf j. Lower qualification of new employees k. Administrative staff working direct care l. Reduced training for new employees m. Other (specify) n. Nothing o. Not applicable	f
What measures, if any, have you taken to tackle the proble	m of hard-to-fill vacancies? Please check all that apply.
aOffered higher pay bOffered better benefits (health insurance, pensio cOffered signing bonuses dIncreased recruitment efforts (locally and differer eIncreased Public Relations fIncreased training and development within workf gChanged work practices (flexible hours, work from hProvided childcare support iHighlighted problem to local providers (eg.TEC's jRecruited people from other organizations kOther (specify) INothing mNot applicable Contact Information	nt geographical areas) orce m home) , colleges, training bodies)
Thank you for you cooperation in completing this survey. If who should be contacted?	f there are any questions about your responses to this survey
Name (please print) Title (Area Coo	<u>)</u> de) Telephone Number

Please return to:

South Dakota Department of Health Office of Data, Statistics & Vital Records 600 East Capitol Avenue

Pierre, South Dakota 57501-2356

Phone: 605-773-3361 Fax: 605-773-5683

Rural Health Clinics					1	Please returr	າ by: May 2
Name of Facility:							
Address of Facility:					City:		
County:		_Zip:		Т	elephone	No.:	
Staffing							
Report full-time and part-time note: The following questions						ll and/or con	tracted. Ple
Rural Health Clinics	Budg Positio	nt Total geted ns as of	Budç Vacanci	t Total jeted es as of		ver* For ear 2005	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
Certified Nurse Practitioner						-	
Licensed Practical Nurse							
Physician							
Physician Assistant							
R.N. (Associate Degree)							
R.N. (Bachelor's Degree)							
R.N. (Master's Degree) *Turnover Numbers: Is the number	-fl				tha finantina	7.0005	
It does not include the number of e How many hours a week determine Hard to Fill Vacancies	mployees w	ho were pr	omoted or	transferi	ed within you		
In the last 12 months, have you difficulties experienced, due to a competition, undesirable hours,	a number o						
☐ Yes (Please check all☐ No (Please proceed to and submit)							
□ Certified Nurse Practiti	oner			ı	R.N. (Assoc	ciate Degree)	
☐ License Practical Nurs					`	elor's Degree)	
□ Physician					R.N. (Maste	er's Degree) ´	
☐ Physician Assistant					None of the	above	

What ar	e the causes of your hard-to-fill vacancies? Please check all that apply.
k.	_ Applicants lack the qualifications we want
l	_ Lack of applicants
m	Company/Industry doesn't pay enough
n	_ Job entails shift work of undesirable hours
0.	Too much competition from other employers
p	People with required skills don't want to relocate to this area
q	Lack of resources to carry out effective recruitment
r.	Other (specify)
s	Nothing
t	Not applicable
What im that app	pact, if any, have hard-to fill vacancies and employee turnover had on your institution? Please check all ly.
j	_ Reduced continuity of care
k.	_ Reduced staff to patient ratio
I.	_ Difficulty meeting safety or health standards
m.	Reduction in services because of increased costs or lack of staff
n	Increased training costs
0.	_ Increased hiring or recruitment costs
p	_ Inability to fulfill paperwork requirements
q	Burnout of existing staff
i	_ Inability to terminate undesirable or marginal staff
	Lower qualification of new employees
	_ Administrative staff working direct care
r	Reduced training for new employees
s	_ Other (specify)
t	Nothing
u	_ Not applicable
u	
What me apply.	easures, if any, have you taken to tackle the problem of hard-to-fill vacancies? Please check all that
n	Offered higher pay
0.	Offered better benefits (health insurance, pension, holidays, time off)
p	Offered signing bonuses
q	Increased recruitment efforts (locally and different geographical areas)
r	Increased Public Relations
S	Increased training and development within workforce
t	Changed work practices (flexible hours, work from home)
u	Provided childcare support
v	Highlighted problem to local providers (eg.TEC's, colleges, training bodies)
w	Recruited people from other organizations
X	Other (specify)
y	Nothing
z	_ Not applicable
Contac	et Information
Joinac	······································
	ou for you cooperation in completing this survey. If there are any questions about your responses to this who should be contacted?
	<u> </u>
Name (p	olease print) Title (Area Code) Telephone Number